

**From:** [Foster, Althea](#)  
**To:** [Brescia, Nicolas](#)  
**Cc:** [Martin, John](#); [Smith, Monica](#)  
**Subject:** Contracts  
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Nicolas,

In preparation for our call I am sending this email so we have a basis for discussion. Monica has asked me to bird dog all Finance issues including contracts. We have gotten feedback from our Superfund Resources and Management Division contracts folks that definitization is a priority for them. The Harvey Task Orders are in place for both START & ERRS. We have also gotten some suggestions from JoAnn Gee (as she walked out the door) on what works best from past responses.

I am willing to do the work of putting in the tasking documentation (definitization). I need to know if you want me to do it. And who you want as the owner(s). I think I understand your Alpha/Bravo/Charlie structure, I can make up the rest.

Althea

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